

## Squadron Position Policy

### Officer Actions and Promotion Requirements

The Unit CC establishes criteria (to be applied uniformly) for the determination of a member's "activeness" (participation in squadron activities, fund raising events, wing events, etc.) for the purposes of promotion.

A CAP member is not entitled to a promotion simply by completing the training or professional requirements for a particular level. Regulations require that the member must be performing in an exemplary manner meriting promotion to the grade recommended and must be recommended for promotion by the immediate superior and unit commander. If the member does not attend meetings or participate regularly or fails to perform his/her CAP job satisfactorily, he/she is not performing in an exemplary manner deserving a recommendation for promotion.

The promotion regulation requires criteria for promotion of CAP senior members to be applied uniformly throughout Civil Air Patrol. All CAP unit commanders are expected to use their judgment to determine if a member's performance merits promotion. A commander or promotion board is expected to use reasonable criteria such as involvement, participation, initiative, human relations, job performance and potential to handle increased responsibility as indicators that the individual is deserving of promotion. Good management practice would make sure members understand the criteria for promotion beforehand and counsel members who are denied a promotion on where they fall short so the member has the opportunity to make the changes necessary to be promoted. [CAPR 35-5 CAP Officer and NCO Appointments and Promotions](#) 16 MARCH 2010

Commanders still have the obligation to recommend or not recommend individuals for promotion based on criteria such as job performance, contributions to the unit, involvement, human relations, leadership potential and other factors which require some subjective evaluation and judgment. Commanders are also to ensure that working relationships are based on mutual respect, fairness and openness and that CAP members behave honestly and ethically at all times and with all people. Individuals will not take unfair advantage of anyone through manipulation, intimidation, concealment, abuse of privileged information, misrepresentation of material facts, or any other unfair practice. CAP is committed to creating a professional, wholesome environment for both cadets and senior members. Regulations, and the CAP core value of "Respect", both make it clear that CAP members, by their actions or language, must not create a hostile environment for other members. Supervisors and commanders should counsel members who they believe are using inappropriate language or otherwise creating an unhealthy environment, especially around cadets. If members refuse to change their behavior, unit commanders have the option of stronger actions to modify the behavior. [CAPR 35-10](#) 7 April 2008

Our unit will embrace a program titled "[Culture of Responsible Choices](#)." The program, called CoRC for short, is more of a change in mindset than an actual new formal program. It is a mindset where all people in USAF organizations are asked to rethink how they do business and conduct their lives to ensure their decisions lead to safe and healthy outcomes. Responsible choices are an integral part of Air Force culture, and CoRC emphasizes personal responsibility and accountability for decision-making and behavior on and off duty.